



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://cao.lacounty.gov>

DAVID E. JANSSEN
Chief Administrative Officer

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January 25, 2007

To: Department Heads

From: David E. Janssen
Chief Administrative Officer

2007 March of Dimes WalkAmerica Campaign, "A Walk for Life"

The County of Los Angeles will launch its 2007 March of Dimes WalkAmerica campaign, a voluntary event, with a training workshop for departmental coordinators on February 26, 2007 in the Kenneth Hahn Hall of Administration. Agenda items for the meeting include campaign policies, procedures, timelines and accounting requirements.

We encourage employees, family members and friends to sign-up and walk with the County team on Saturday, April 28, 2007. Celebrities, entertainment, child-friendly activities and a County team photo at 7:30 a.m. highlight the festivities.

Please select an employee to serve as your department's WalkAmerica team coordinator, who will attend the workshop, and interface with the County Team Leader, Elaine Elizalde, of my staff. The training session will be held on **Monday, February 26, 2007 at 8:30 a.m., in Room 739, Kenneth Hahn Hall of Administration, 500 W. Temple Street**, in downtown Los Angeles.

Representatives from the Los Angeles Dodgers and Buena Vista Pictures, our campaign partners, will speak about the discounted events for County employees. We are asking department coordinators to sign-up for the training by contacting Ms. Elizalde no later than Wednesday, February 21, 2007, at (213) 974-2466 or at eelizalde@cao.lacounty.gov.

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In addition, we hope you will be able to participate in key March of Dimes WalkAmerica events. These are:

- Tuesday, March 6, 2007, 8:00 a.m., Executive Kickoff Breakfast at the Music Center;
- Saturday, April 21, 2007, 7:00 p.m., "County Night at Dodger Stadium"; and
- Saturday, April 28, 2007, 7:00 a.m., "County March of Dimes WalkAmerica Day," Griffith Park.

Supervisor Zev Yaroslavsky, Chairman and Honorary Chair of the campaign, is expected to introduce a motion authorizing the 2007 March of Dimes WalkAmerica campaign on Tuesday, February 13, 2007.

If you have questions regarding the County's 2007 March of Dimes WalkAmerica campaign, please contact Victoria Pipkin-Lane or Craig Hirakawa of my staff. A member of your staff may reach them at (213) 974-2495 or (213) 974-1347, respectively, or via e-mail at vpipkin@cao.lacounty.gov and chirakawa@cao.lacounty.gov.

Thank you for supporting our 2007 March of Dimes WalkAmerica campaign.

DEJ:GK
VPL:dd

c: Each Supervisor
March of Dimes Department Coordinator